

TO: Mayor and Board of Trustees
FROM: Village Administrator Steve Stricker and Staff
SUBJECT: Regular Meeting of February 13, 2012
DATE: February 10, 2012

PLEDGE OF ALLEGIANCE – Urte Zakarauskas, Anne M. Jeans School

6. ORDINANCES

A. Rezone Babson Park West Properties to R-3 Single-Family

Attached is an Ordinance rezoning recently annexed properties in the Babson Park West Subdivision from the R-1 District to the R-3 District. At its January 16, 2012 meeting, the Plan Commission recommended approval of the rezoning and at the January 23, 2012 meeting, the Board of Trustees directed staff to prepare this Ordinance.

It is our recommendation: that the Ordinance be approved.

B. Modify Hours of Operation for Restaurants with Liquor Licenses

Attached is an Ordinance amending the Zoning Ordinance to establish uniform hours of operation for restaurants with liquor licenses. As recommended by the Plan Commission and directed by the Board of Trustees, the Ordinance includes the following:

- Permitted hours extending to 12 Midnight Sundays through Wednesdays, 1 AM on Thursdays, and 2 AM on Fridays and Saturdays;
- Permitted hours for New Year's Eve extending to 2 AM;
- A requirement that prepared food be provided up to one hour before the end of liquor sales.

It is our recommendation: that the Ordinance be approved.

C. Special Use – Modifications to Outdoor Dining Area (Coopers Hawk)

Attached is an Ordinance approving a request by Cooper's Hawk Restaurant for special use approval for an outdoor dining patio. A similar special use was granted for Cooper's Hawk in 2011 but due to the location of a utility easement, the configuration of the patio had to be modified. The changes relate to the shape of the patio. Seating capacity and other aspects of the patio remain the same.

It is our recommendation: that the Ordinance be approved.

7. RESOLUTIONS

None.

8. CONSIDERATIONS

A. Plan Commission Recommendation – Renewal of Special Use (Z-03-2012: 145 Tower Drive – Ludicrous 6, LLC)

B. Plan Commission Recommendation – Renewal of Special Use (Z-04-2012: 161 Tower Drive – Ludicrous 6, LLC)

Please find attached a letter from the Plan Commission recommending approval of a request by Ludicrous 6, LLC for special use approvals to continue the retail sales of luxury automobiles at two locations on Tower Drive. In July of 2011, the Board granted special use approvals for these properties subject to several conditions including a requirement for 2, 6-month trial periods. At the conclusion of the first 6-month trial period there have been no violations of the Ordinances. There were no residents or others members of the public present at the February 6, 2012 Plan Commission public hearing.

The Plan Commission unanimously recommends approval of the second six month trial period for these special uses. The original Ordinance requires two, 6-month trial periods at the conclusion of which, the Village may consider granting special use approvals without a time limit.

It is our recommendation: that the Board directs staff to prepare Ordinances as recommended by the Plan Commission.

C. Saia Dock Plate Noise Attenuation

Scott Hargadon, attorney for Saia, will provide an update to the Board regarding his client's ongoing efforts to reduce noise emanating from the dock plates and will provide details regarding the results of the lighting study that they performed, per the requirements of the annexation agreement. It is my understanding that Steve Less, of the Chestnut Hills Homeowners' Association, will once again request that the Village conduct a noise study. Our consultant has indicated that he can perform a study for \$7,300.

D. Amend Meadowbrook Place Annexation Agreement

The Meadowbrook Place Subdivision is a 7 lot subdivision on a cul de sac street located adjacent to Meadowbrook Drive. The property was annexed in 2006 subject to an Annexation Agreement and the final plat was approved on September 24, 2007. The original deadline for completion was September 24, 2009. That deadline was extended twice and the latest deadline was September 24, 2011.

At the time of the 9-24-11 deadline, the property was under foreclosure proceedings. In December of 2011, the foreclosure was completed and Oxford Bank now owns the property. Oxford intends to sell the property and would like to keep the subdivision approval active with the intent of finding a buyer who would complete the subdivision as currently approved.

Staff has responded to the Bank indicating that we have no objections in extending the deadline provided certain concerns are addressed. Specifically, extension fees would need to be paid, Meadowbrook Drive needs to be resurfaced and the subdivision is responsible for a portion of that cost, and the Letter of Credit and Engineer's Cost Estimate need to be updated. After discussion of these concerns with the Attorney representing Oxford Bank, the following terms were agreed upon by the Bank and staff:

1. Oxford Bank agrees to pay a \$25,000 extension fee for a two year extension to March 1, 2014 with an option for an additional one-year extension for an additional \$10,000, subject to administrative approval. The Ordinance required extension fee is \$10,000 and extensions are typically granted for only one year. The Bank anticipates a longer time period being needed to market and sell the property.
2. Based on the Village Engineer's estimate of cost, Oxford agrees to pay \$22,750 for its share of the cost of paving Meadowbrook Drive. This payment would be due when the village commences work on the project. The Letter of Credit would be reduced by 125% of the amount paid by the bank for these improvements.
3. The Engineer's Cost Estimate and the Letter of Credit will be updated subject to the approval of the Village Engineer but with the input of an engineer hired by Oxford Bank.
4. If the subdivision improvements are not completed by the extended deadline, whatever that may be depending on future options, the Village agrees to not draw on the letter of credit, provided Oxford submits a plat of vacation to vacate the recorded Plat of Meadowbrook Place Subdivision.

The current condition of the property is stable. If the Plat were to be vacated in 2 or 3 years, there is no need for further improvements to be made to the property (in other words, it is and has been a vacant, unimproved parcel and would continue to as such). The only caveat would be to clarify in the amended Annexation Agreement that if construction is commenced, all standard guarantees of the Letter of Credit and Subdivision Ordinance would apply.

It is our recommendation: that the Board directs staff to schedule a hearing and prepare an amendment to the Meadowbrook Place Annexation Agreement based on the terms described above.

E. Reject Bids for Board Room/Conference Room Renovation

The Village received three bids for the renovation of the Village Hall Board Room and Conference Room as follows:

	Experia Construction, Arlington Hts.	Alps Construction, Homer Glen	Bully and Andrews, Chicago	Consultant Estimate
Board Room Construction	\$311,850	\$315,944	\$315,580	\$281,775
Conference Room Construction	\$21,900	\$15,834	\$16,380	\$30,779
TOTAL COST	\$333,750	\$331,778*	\$331,960	\$312,555

*This price does not include \$29,000 that was not included in the original bid for mill work. Therefore, the actual low bidder is Bully and Andrews.

According to our consultant, Josephine Goetz, her construction estimate for both the Board Room and Conference Room was \$312,555. With this in mind, all three bids exceeded the consultant's estimates.

We also received quotes for window treatments as follows:

Marvin Feig & Associates, Chicago	-	\$6,772.00
Ludwig Interiors, Chicago	-	\$8,551.25
Indecor Window Treatments, Chicago	-	\$6,312.00

Consultant Josephine Goetz indicated that her cost estimate was \$5,500.

In addition to these costs, the estimated cost for furniture is an additional \$35,000.

The Space Needs Committee reviewed the proposed bids on Monday, February 6, and felt that the bids were too high. The Committee is recommending that the Board reject the bids and work with the consultant to revise the scope of work to reconstruct the dais at its current location and to look at a more cost effective approach to improving the lighting, A/V system, carpeting and wallpaper.

It is our recommendation: that the recommendation of the Space Needs Committee to reject the bids for both the renovation of the Village Hall Board and Conference Rooms, as well as the window treatments, be approved.

F. Amend Contract for Village Hall Renovation Consulting Services

In order to prepare and revise Village Hall Board Room construction drawings to reflect the new scope of work, Josephine Goetz, of Interior Environments, Inc., has submitted a proposed amendment to the existing contract to provide for 130-140 additional project man hours at \$65 an hour for a not to exceed prices of \$9,100 (see attached). To-date, the Village has paid Ms. Goetz \$10,387.50. \$3,462.50 will remain in the

contract for construction supervisor, review of shop drawings, pay requests, etc.

It is our recommendation: that the existing contract with Interior Environments, Inc. be amended to include an additional amount based on \$65 per hour in an amount not to exceed \$9,100.

G. Community Survey Question & Answer

This is a new item that will be placed on the agenda for the next several months. Mayor Grasso will present community-asked questions and answers that were generated through the recent Community Survey. The questions and answers will then be placed on our website.

H. NIMEC to Obtain Bids/Village Administrator to Approve Contract for Water Pumping Electricity

The Village's electric supply contract for water pumping electricity is set to expire and the contract will need to be re-bid. I am once again recommending that the Village use the Northern Illinois Municipal Electric Cooperative (NIMEC) to obtain bids from electricity providers for a three-year contract. David Hoover, of NIMEC, has indicated that the market is currently providing very favorable electric pricing and now is the time to bid the contract.

Because electric contract bids are only good for 24 hours, the Village Board will need to authorize me to approve a contract with the lowest cost electricity provider, if cost effective.

With this in mind, **it is my recommendation** that the Village Board authorize use the Northern Illinois Municipal Electric Cooperative (NIMEC) to obtain bids from electricity providers for a three-year contract for water pumping electricity and to authorize the Village Administrator to approve a contract with the lowest cost electricity provider, if cost effective.

I. Contract for Village Hall Lighting Upgrades

The Village received grants from the Illinois Department of Commerce and Economic Opportunity and from the Illinois Clean Energy Community Foundation to upgrade lighting fixtures throughout the Village Hall. The Village has been working with 360 Energy Group, the company hired by the Metropolitan Mayors Caucus to work with municipalities to obtain the best pricing. The original plan called for the retrofitting of all lighting fixtures throughout the Village Hall for an estimated cost of \$27,014, of which \$18,914 was to be covered by the grant and the amount of the grant was based on the amount of kilowatt hours saved, leaving \$8,100 to be paid by the Village.

Due to the excellent pricing obtained, 360 Energy Group has developed a revised plan that will allow the Village to install all new fixtures throughout

the Village Hall and retrofit the existing fixtures in the Board Room for a total cost of \$18,218.70. The low bid supplier for this project is Evergreen Supply, of Chicago, in the amount of \$10,978.70 and the low bid installer is Eco Lighting, of Addison, in the amount of \$7,204, for a total cost of \$18,218.70. I am pleased to report that the grants, once the new kilowatt hour savings are calculated, will cover all but \$344.95 of cost of the entire project.

This project, once complete, will provide the Village with new up-to-date energy efficient lighting fixtures throughout the Village Hall, which will reduce significantly not only the cost of electricity, but the amount of kilowatt hours used. In addition, it will provide a carbon dioxide emission reduction of 65,705 lbs. per year.

It is our recommendation: that the Village Board award the material cost contract for lighting fixture upgrades for the Village Hall to Evergreen Supply, of Chicago, in the amount of \$10,978.70 and a contract for installation and labor to Eco Lighting, of Addison, in the amount of \$7,204, with the understanding that all but \$344.95 will be reimbursed through grants from the IDCEO and the ICECF.

J. Mosquito Abatement Contract with Clarke Environmental

The Burr Ridge Mosquito abatement contract has expired. Mosquito Abatement for the DuPage County portion of the Village has previously been provided by Clarke Mosquito Control Company. Mosquito control in the Cook County portion of the Village is provided by the DesPlaines Valley Mosquito abatement district.

The Village has been very pleased with the responsiveness, quality control, and contract understanding of the Clarke Mosquito Control Company. Clarke Mosquito Control initially proposed a price increase for 2012. However, staff has negotiated an extension at the same price as the previous contract; therefore, Clarke has agreed to perform the work for the next three years at the 2008 cost.

Due to the fact that the Village has been pleased with the services as currently provided and that Clarke has agreed to hold their 2008 cost, we recommend that the contract be extended.

Note: DuPage County has previously hosted a West Nile Virus gravit trap in Burr Ridge, which provided us with the ability to determine whether WNV was present in our community. It is not yet known whether DuPage County will continue to provide this service in Burr Ridge. If DuPage County does not host a gravit trap in Burr Ridge this year, Clarke will provide one at an additional cost of \$3,000.

It is our recommendation: that a contract extension for mosquito abatement be awarded to Clarke Mosquito Control at a cost not to exceed \$36,064.28 per year.

K. Mowing Contract with Landworks, Ltd.

The Village has solicited competitive pricing for 2012-2013 mowing and landscape maintenance for Village Hall, Veteran's Memorial, and Police Department properties. In previous years, Vince's Landscaping has performed mowing services at the subject sites, and the low bidder for the median landscaping has performed plant bed maintenance at the Veteran's Memorial and the Police Department.

This year, staff has solicited pricing for all subject work, and additional items have been included such as edging plant beds and adding mulch at the Police Department. Staff evaluated pricing from each contractor separately, as well as combination bids, using Vince's/TLC, and Vince's/Landworks as alternative options. Based upon the proposed work for 2012/2013, the lowest alternative is to award contracts for mowing and plant bed maintenance to Landworks, Ltd. See following chart.

	Vince's/TLC Combination									
Location	Vince's			TLC (2011 Prices)			Landworks			Vince's/
	Cost	Unit	Total	Cost	Unit	Total	Cost	Unit	Total	Landworks
VH Mowing	\$575	8	\$4,600				\$485	8	\$3,880	\$4,600
VH Edging							\$195	1	\$195	\$195
PD Mowing	\$560	8	\$4,480				\$600	8	\$4,800	\$4,480
PD Plant bed maint				\$467	8	\$3,736	\$400	8	\$3,200	\$3,200
PD Edging							\$650	1	\$650	\$650
PD annuals				\$1,000	1	\$1,000	\$1,100	1	\$1,100	\$1,100
PD mulch	\$5,900	1	\$5,900				\$3,870	1	\$3,870	\$3,870
Vet's plant bed maint				\$310	8	\$2,480	\$240	8	\$1,920	\$1,920
Veteran's mulch							\$550	1	\$550	\$550
TOTALS	\$22,196						\$20,165			\$20,565

It is our recommendation: that a two-year contract be awarded to Landworks, Ltd, for Landscape Maintenance Services, in an aggregate amount not to exceed of \$20,165 per year.

L. NIPAS Mobile Field Force

Police Chief John Madden is recommending that the Village participate in the Northern Illinois Police Alarm System (NIPAS) Mobile Field Force (see attached for additional information on the NIPAS MFF). The NIPAS Mobile Field Force (MFF) is comprised of 72 member law enforcement agencies and was created to maximize the effectiveness of initial response efforts by police when a major civil disturbance occurs. Civil disturbances, union conflicts, public demonstrations, and other events involving large or disorderly crowds require skillful response by police agencies.

Identical to the Emergency Services Team, the Mobile Field Force follows the original principles of NIPAS' agencies pooling their resources to provide the best service possible for their communities, the retention of local control, and cost savings through the sharing of specialized

equipment. A full MFF response includes approximately 104 Officers and 14 K-9 teams. One Burr Ridge Officer will be selected for assignment on the MFF. The assignment is part-time, as needed for emergency responses. In 2011, the MFF was activated for 4 full response, 14 standby requests with no staging, and 1 standby with staging. Member agencies participate in the Mobile Field Force voluntarily. However, if they choose not to supply resources to the team, they may not request its services.

The Village of Burr Ridge is currently a member of the NIPAS Emergency Services Team (SWAT) and will benefit tremendously from membership in the MFF. The annual membership fee for the MFF component is \$1,200 annually. There is no need to create an IGA with NIPAS for membership in the MFF. Membership in the MFF will fall under the Village's standing agreement with NIPAS signed when the Village joined NIPAS' basic membership plan.

It is our recommendation: that the Village participate in the NIPAS Mobile Field Force in the amount of \$1,200 per year.

M. Blanket Raffle License (Chamber of Commerce)/Blanket Hosting Facility License (as needed)

Enclosed is an application from the WB/BR Chamber of Commerce to conduct raffles at various times throughout calendar year 2012, as part of their ongoing fundraising efforts, as well as a letter requesting waiver of the fidelity bond requirement. Also enclosed is a request from the Chamber that a blanket hosting facility license be issued to allow them to hold their raffles at various locations throughout the year.

It is our recommendation: that a Blanket 2012 Raffle and Chance License be issued to the WB/BR Chamber of Commerce for its various fundraising events throughout the year, with the fidelity bond waived, and that a blanket hosting facility license be issued to allow them to hold their raffles at various locations throughout the year.

N. Raffle License (West Suburban Symphony Society)/Hosting Facility License (Marriott Hotel)

Enclosed is an application from the West Suburban Symphony Society to conduct a raffle on February 25, 2012, as part of their fundraising dinner-dance event, as well as a letter requesting waiver of the fidelity bond requirement. Also enclosed is a letter from the Chicago Marriott Southwest at Burr Ridge requesting that they be issued a hosting facility license to allow them to hold this event at their location.

It is our recommendation: that a Raffle and Chance License be issued to the West Suburban Symphony Society for its February 25 raffle, with the fidelity bond waived, and that the Chicago Marriott Southwest at Burr Ridge be licensed to host the event.

O. Approval of Vendor List

Enclosed is the Vendor List in the amount of \$335,441.20 for all funds, plus \$363,473.78 for payroll, for a grand total of \$698,914.98. The Vendor List includes the following special amount:

- \$27,000.00 to Okeh Electric Company for Chasemoor sewer upgrades

It is our recommendation: that the Vendor List be approved.